

Board of Commissioners Regular Meeting

Thursday, May 21, 2026

1. **CALL TO ORDER:** 9:04 A.M. by Commissioner Uhler
2. **ROLL CALL:** Commissioners Present: Commissioner Shepard, Commissioner Vinciguerra, Commissioner Walton, Commissioner Greggs, Commissioner Walker, Commissioner Zahorchak, Commissioner Uhler

Commissioner Excused: None.

A full quorum is confirmed

Staff Present: Amber Cox, Executive Director
Danny Hussey, Assistant Director
Cathy Cameron, Clerk

3. **SETTING OF AGENDA:** The Agenda was set as presented.
4. **PUBLIC COMMENT:** None.
5. **SECRETARY'S REPORT:** Minutes from April 23, 2026 approved as typed.
6. **TREASURER'S REPORT:** Commissioner Zahorchak highlighted the Financial Report for the Board as provided by Accountant Holly Simone. The report will be held for audit. Highlights include: Income shows quarterly grants received from the Foundation; State Grant Funds have not yet been issued; the District is migrating from Synovus Bank to Bank of the Islands; Interest Income is higher than budgeted; Property Taxes are close to budgeted amount (almost 92%); Operating Expenses are normal; Building Repairs and Maintenance are within budget; Continuing Education is less than budget due to changes in staffing and some Staff virtually attending conferences.
7. **MID-YEAR BUDGET REVIEW:** Executive Director Cox and Assistant Director Hussey provided a review of the Budget tracking current fiscal year to date and provided midyear projections, noting outliers. Will monitor and revisit in August for any possible amendments.
8. **COLLECTION DEVELOPMENT POLICY:** *A motion was made by Commissioner Greggs seconded by Commissioner Vinciguerra adopting the Collection Development & Materials Selection Policy as amended. The motion passed unanimously by voice vote.*

A motion to rescind the Current Gifts – Books and Library Material Policy No. 7-2010 was made by Commissioner Vinciguerra, seconded by Commissioner Greggs. The motion was approved unanimously by voice vote.

9. **EMPLOYEE HANDBOOK CHANGES – APPROVAL AUTHORITY:** Discussion was heard on Approval Authority for Employee Handbook. Most employee Handbook revisions and updates will be authorized by the Director. Any revisions to the following handbook policies will require Board adoption: Employment and Volunteer Background Checks; Holidays; Vacation; Insurance; Medical Leave; Bereavement; Jury Duty; and Pension Plan.

- 10. DIRECTOR'S REPORT:** Assistant Director showed a video prepared by Community Outreach Coordinator Kristen VanOlst highlighting Season 2025-26; Executive Director Cox reported the Palm Reader has been issued; Job Descriptions were updated for posted vacancies; Summer Reading Kickoff Party is scheduled for May 30th.
- 11. FOUNDATION UPDATE:** Commissioner Uhler updated the Board sharing that the Foundation met on April 29th; The Foundation approved a reimbursement to the District for programs in the amount of \$43,884.83. Commissioner Uhler also shared that Executive Director Cox and Programming Manager Shaffer shared a list of authors for the next Author Series season.
- 12. BOARD COMMENTS:** Commissioner Vinciguerra shared appreciation for Staff for student awards made in the Maker Space by Jonathan. Commissioner Vinciguerra also recognized Staffers Shelby and Oliver for their work on recent policy updates. Commissioner Walker reported praise for the student items gifted by the Library. Commissioner Gregg provided comment on a visitor who was very impressed by the Library. Commissioner Gregg suggested a possible Board Session to look at the Strategic Plan and Board Handbook.
- 13. UPCOMING MEETINGS:**
Thursday, July 23, 2026
Thursday, August 27, 2026
- 14. ADJOURNMENT:** 11: 23 A.M.

A handwritten signature in black ink, appearing to read "Walker", is written over a large, faint, circular watermark or stamp.